

## **PRIVACY POLICY**

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This privacy policy sets out how ShuttleAlert uses and protects any information that you provide to the ShuttleAlert Systems.

ShuttleAlert is devoted to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when accessing your account information, you can be assured that such information will only be used in accordance with this privacy statement.

ShuttleAlert has a firm policy of protecting the confidentiality and security of information that we collect from our clients. We do not share your non-public personal information with unaffiliated third parties. Information is only shared with your consent except for the specific purposes below, in accordance with all applicable laws. Please read this policy carefully. It gives you important information about how we handle your personal information.

This Privacy Policy is effective as of 1<sup>st</sup> August, 2019 and will remain in effect except with respect to any changes in its provisions in the future, which will be in effect immediately after being posted on this page.

We reserve the right to update or change our Privacy Policy at any time and you should check this Privacy Policy periodically. Your continued use of the Service after we post any modifications to the Privacy Policy on this page will constitute your acknowledgment of the modifications and your consent to abide and be bound by the modified Privacy Policy.

If we make any material changes to this Privacy Policy, we will notify you either through the email address you have provided us, or by placing a prominent notice on our website.

## **USE OF INFORMATION**

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We limit the collection and use of non-public personal information to the minimum we believe is necessary to deliver superior service to you. Services can include advising you about our application and websites, opportunities, maintaining your account with us and availing information to you should a need arise.

## **WHAT WE COLLECT**

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We obtain most non-public personal information directly from you or your agents whether in person or electronically.

We may obtain the following information:

- ❖ First name, last name and Organization
- ❖ Contact information including email address and telephone number
- ❖ GPS Coordinates of your location

## **DISCLOSURE**

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We do not disclose any kind of non-public personal information about our clients or former clients to anyone, except when we believe it necessary for the conduct of our business, or where disclosure is required by law. Except in those specific, limited situations, without your consent, we will not make any disclosures of non-public personal information to other companies who may want to sell their products or services to you.

## **WHAT WE DO WITH THE INFORMATION WE GATHER**

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We require this information to create your client accounts and grant you the access to services provided by ShuttleAlert, and in particular for the following reasons:

- ❖ Internal record keeping
- ❖ We require your email for verification purposes
- ❖ From time to time, we may also use your information to contact you for general account information and answering or providing solutions to any queries or questions about ShuttleAlert systems and services.
- ❖ We may use the information to customize our Application and website to provide better service to you

## **SECURITY**

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We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect.

As much as the security of your Personal Information is important to us, remember that no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we strive to use commercially acceptable means to protect your Personal Information, we cannot guarantee its absolute security.

## **LINKS TO OTHER WEBSITES**

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Our website/Application may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

## **FEEDBACK**

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Any comments or suggestions that you may have and which may contribute to a better quality of service will be welcome and greatly appreciated.

## **ACKNOWLEDGEMENT**

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I have read and understood the Policies mentioned above; Name:

Title:

Signature:

Date: